

DDA 76-2979

15 June 1976

MEMORANDUM FOR: Chief, Logistics Services Division, OL

STATINTL

FROM : [REDACTED]  
Assistant for Information, DDA

SUBJECT : Destruction of Tapes of VIP Programs  
in the Auditorium

REFERENCE : Routing Sheet to DC/LSD/OL from  
C/SM&FB/LSD/OL dtd 7 June 1976  
re above subject

STATINTL

1. We have discussed the request made on referenced routing sheet and desire that all tapes with the exception of the [REDACTED] Memorial Service (#11) and the Bush Swearing-In Ceremony (#15) be destroyed.

2. While this material usually does not include highly classified or sensitive material, it nonetheless lends itself to being edited with the result that statements can be taken out of context, etc. This risk plus the administrative burden of processing under FOIA, for example, suggests that as a general rule such material be regularly destroyed in accordance with your 90-day policy. Obviously, there will, on occasion, be a ceremony that has historical significance such as the two exceptions cited above, and we would suggest you check with O/DDA regarding disposition/retention in those cases.

[REDACTED]

STATINTL

☐ UNCLASSIFIED

☐ INTERNAL

☐ CONFIDENTIAL

☐ SECRET

Approved For Release 2001/08/07 : CIA-RDP79-00498A000600060017-1

## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM:

Assistant for Information, DDA  
7C-18, Hqs.

EXTENSION

NO.

DATE

15 June 1976

STATINTL

TO: (Officer designation, room number, and building)

DATE

OFFICER'S  
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

RECEIVED

FORWARDED

1. Chief, Logistics Services  
Division, OL  
3E-30, Hqs.

6/16

*[Signature]*

2.

3.

4.

5.

6.

7.

8.

9.

10.

11.

12.

13.

14.

15.

UNCLASSIFIED

Approved For Release 2001/08/07 : CIA-RDP79-00498A000600060017-1

INTERNAL  
USE ONLY

CONFIDENTIAL

SECRET

## ROUTING AND RECORD SHEET

REFERENCE

SUBJECT: (Optional)

FROM:

C/SM&amp;FB/LSD/OL

EXTENSION

NO.

DD/A Registry

DATE

7 June 1976

76-2884

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S  
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. DC/LSD/OL 3E30

6/8

1. As is our practice, tapes are recorded of all VIP programs in the Auditorium involving Directors. It has been understood that these tapes would be retained for 90 days and then destroyed.

The attached list represents tapes presently held in the Auditorium for which disposition instructions are requested. Those tapes identified for disposal will be (a) degaussed (b) cut and (c) burned.

2. C/LSD/OL

6/8

2 to 5:

In addition to the attached list, the following tapes are being held in the C/LSD's office:

- (3) - Mr. Colby's dinner
- (1) - Gen. Walters' dinner
- (1) - Financial Management
- (2) - Mr. Bush - Today & Tomorrow

- (1) - Memorial
- (1) - DCI Awards Program

STATINTL

Recommend that all be destroyed with the exception of Mr. Bush's swearing-in ceremony.

TATINTL

11.

12. C/LSD/OL.

I would think Memorial, Swearing-In and # 8 can be attached might be saved!

STATINTL

FORM  
3-62

610

USE PREVIOUS  
EDITIONS☐ SECRET☐ CONFIDENTIAL☐ INTERNAL  
USE ONLY☐ UNCLASSIFIED

Holding Tapes

|          |     |          |                                                           |
|----------|-----|----------|-----------------------------------------------------------|
|          | 1.  | 9/12/75  | Mr. Colby                                                 |
|          | 2.  | 10/24/75 | EEO Conference, Mr. Blake and Mr. Colby                   |
|          | 3.  | 10/25/75 | EEO Conference, Mr. Nelson                                |
| STATINTL | 4.  | 10/30/75 | DCI, [REDACTED]                                           |
|          | 5.  | 11/5/75  | DCI Super Grade Ceremony                                  |
|          | 6.  | 11/17/75 | MMPD Gen. Walters                                         |
|          | 7.  | 11/18/75 | DCI Retirement                                            |
|          | 8.  | 11/19/75 | Mr. Blake                                                 |
|          | 9.  | 12/3/75  | Mr. Carl Duckett                                          |
|          | 10. | 12/18/75 | Awards ✓                                                  |
| STATINTL | 11. | 12/31/75 | [REDACTED] Memorial Service ✓                             |
|          | 12. | 1/13/76  | Guest Speaker                                             |
|          | 13. | 1/20/76  | DCI/DDS&T Awards                                          |
|          | 14. | 1/26/76  | DCI Press Conference                                      |
| 5ANK     | 15. | 1/30/76  | President Ford, Mr. Colby, Mr. Bush, Swearing-In Ceremony |
| STATINTL | 16. | 3/1/76   | [REDACTED]                                                |
|          | 17. | 3/1/76   | DCI                                                       |
|          | 18. | 3/2/76   | Mr. Blake                                                 |
|          | 19. | 3/3/76   | Mr. William E. Nelson, Today & Tomorrow                   |
|          | 20. | 3/4/76   | DCI                                                       |
|          | 21. | 3/15/76  | DIS (3 Tapes)                                             |
| STATINTL | 22. | 3/17/76  | [REDACTED]                                                |
|          | 23. | 4/1/76   | Mr. Blake to OJCS                                         |